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**TECHNOLOGY SERVICES BOARD  
DEPARTMENT OF TECHNOLOGY SERVICES**

**PUBLIC MEETING MINUTES  
January 16, 2007**

The Technology Services Board met in open session, pursuant to the provisions of the Bagley-Keene Open Meeting Act, at approximately 10:00 a.m., at the California Environmental Protection Agency building, located at 1001 "I" Street, Sacramento, California 95814.

**1. Call to Order**

Chairman Kelso called the meeting to order at 10:05 a.m.

Roll call was completed:

1. Clark Kelso, State Chief Information Officer (present)
2. Thomas Johnson, Director, Department of Veterans Affairs (present)
3. Mike Chrisman, Secretary, Resources Agency (Designee Patrick Kemp - present)
4. Henry Renteria, Director, Office of Emergency Services (absent)
5. Victoria Bradshaw, Secretary, Labor & Workforce Development Agency (Designee Marisa Duek - present)
6. Kim Belshé, Secretary, California Health & Human Services Agency (Designee Ann Boynton - present)
7. Michael Genest, Director, Department of Finance (Designee Fred Klass - present)
8. Rosario Marin, Secretary, State & Consumer Services Agency (Designee Will Bush - present)



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9. John Chiang, State Controller (Designee Dave Dawson - present)
  10. A.G. Kawamura, Secretary, Department of Food & Agriculture (Designee Kim Myrman - present)
  11. James Tilton, Secretary, Department of Corrections and Rehabilitation (Designee Bud Prunty - present)
  12. Barry Sedlik, Acting Secretary, Business, Transportation & Housing Agency (Designee Michael Liang - present)
  13. Linda Adams, Secretary, California Environmental Protection Agency (Designee Dr. Prasad - present)

## **2. Approve September 27, 2006 Meeting Minutes – Action Item**

There was a motion to adopt the September 27, 2006, Technology Services Board meeting minutes as presented, the motion was seconded, and it was unanimously approved.

## **3. Chairman's Report**

### **A. State IT Update – Information Item**

Chairman Kelso presented information on state Information Technology (IT) governance; a number of Enterprise Initiatives - State Portal refresh, reforming the state's business management systems, IT infrastructure consolidation, strategic sourcing, enterprise architecture, and the IT workforce project; an analysis of state information privacy and security issues; an IT procurement update; and an update on state IT projects.



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#### **4. Financial Report**

##### **A. Budget Update – Information Item**

Director Agarwal, Department of Technology Services, presented information on 2007/2008 Fiscal Year budget for the Department of Technology Services to the Board for consideration and approval.

There was a motion to adopt the 2007/08 Department of Technology Services Budget as presented, the motion was seconded, and it was unanimously approved. Note: Item 4A was incorrectly noted on the Meeting Agenda as an Information Item but should have been noted as an Action Item.

#### **5. Services Committee Report**

##### **A. December 20, 2006 Meeting Minutes – Information Item**

Draft Services Committee meeting minutes were provided to the Technology Services Board for review.

##### **B. Rate Development Methodology – Action Item**

Director Agarwal, Department of Technology Services, presented the Rate Development Methodology that was approved by the Services Committee on December 20, 2006.

There was a motion to adopt the Rate Development Methodology as presented, the motion was seconded, and it was unanimously approved.



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### **C. Service Development Methodology – Action Item**

Director Agarwal, Department of Technology Services, presented the Services Development Methodology that was approved by the Services Committee on December 20, 2006.

There was a motion to adopt the Services Development Methodology as presented, the motion was seconded, and it was unanimously approved.

### **D. Mid-Year Rate Package – Action Item**

Director Agarwal, Department of Technology Services, presented the Mid-Year Rate Package that was approved by the Services Committee on December 20, 2006.

The Department of Finance presented an analysis of the Mid-Year Rate Package and rate methodology.

The Board directed the Department of Technology Services to develop a Finance Letter to request the full funding for network rate increases to certain departments in the upcoming budget year. The board also directed the department to bring the policy issues underlying the network rate changes to the Services Committee for additional discussion and review. The chairman committed to engaging in discussions with the Department of Finance regarding holding certain departments harmless to network rate increases.

There was a motion to adopt the Mid-Year Rate Package as presented, the motion was seconded, and it was approved by all Board Members with the exception of the Business, Transportation and Housing Agency representative who abstained.



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**E. Statement of Work for Benchmarking DTS Network Costs/Rates – Action Item**

Director Agarwal, Department of Technology Services, presented the Statement of Work for Benchmarking the Department of Technology Services' Network Costs/Rates that was approved by the Services Committee on December 20, 2006.

There was a motion to adopt the Statement of Work for Benchmarking the Department of Technology Services' Network Costs/Rates as presented, the motion was seconded, and it was unanimously approved.

**F. Statement of Work for a Shared Services Plan – Action Item**

Director Agarwal, Department of Technology Services, presented the Statement of Work for a Shared Services Plan for the Department of Technology Services that was approved by the Services Committee on December 20, 2006.

There was a motion to adopt the Statement of Work for a Shared Services Plan, the motion was seconded, and it was unanimously approved.

**6. Director's Report**

**A. CALNET II Update – Information Item**

Director Agarwal, Department of Technology Services, provided an update on the CALNET II procurement. The four new Master Service Agreements that have been awarded to AT&T Global Services and Verizon Business are expected to be completed and in place by the end of January 2007.



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## **B. Statewide Email Update – Information Item**

Director Agarwal, Department of Technology Services, provided an update on the department's Statewide Email plan that included information on mail box rates, the number of mail boxes migrated to date, and a forecast on the number of mail boxes expected to be migrated.

## **7. Miscellaneous Non-Discussion Items**

### **A. State Portal Redesign**

The redesigned State Portal is scheduled to be released into production for public use within the next couple of weeks.

There was no discussion on this item.

### **B. Server Consolidation**

The Server Consolidation project consists of engaging a consultant to gain a complete inventory of existing servers, estimate future server growth, determine the cost and value of server consolidation, identify risks, and identify the appropriate type of consolidation.

There was no discussion on this item.

## **8. New Agenda Items**

There were no new agenda items.



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## **9. Public Comment**

There was no public comment given.

## **10. Meeting Adjournment**

The meeting was adjourned at approximately 12:02 p.m.